



# Pharmacy Technician Career Technical Training Area

## Health Care Career Pathway

### Pharmacy Technician

**The Job Corps Pharmacy Technician career training program takes 8 to 12 months to complete and requires training in the following subject areas:**

- **Patient services:**
  - Receive prescription/medication orders from patient/patient's representative, prescriber, or other health care professional.
  - Assist the pharmacist in accordance with federal rules and regulations in obtaining from the patient and from the prescriber such information as diagnosis or desired therapeutic outcome, disease state, medication history, allergies, adverse reactions, medical history, and other relevant patient information.
  - Collect and communicate data related to restricted drug distribution programs.
  - Assess prescription or medication order for completeness.
  - Process a prescription/medication order.
  - Provide prescription/medication to patient.
  - Determine charges and obtain reimbursement for products and services.
  - Communicate with third-party pay representatives to determine or verify coverage.
  - Process and dispense internal products.
- **Medication and inventory control systems (includes, but is not limited to):**
  - Identify pharmaceuticals, durable and nondurable medical equipment, devices, and supplies to be ordered.
  - Remove from inventory expired/discontinued/slow-moving/overstocked, and recalled pharmaceuticals.
  - Communicate changes in product availability to pharmacy staff, patient, physicians, or other health care professionals.
  - Implement and monitor policies and procedures to deter theft and/or drug diversion.
  - Maintain a record of controlled and investigational substances and/or products ordered, received, and removed from inventory.
  - Perform quality assurance tests on compounded medications.

#### • Administration and management of pharmacy practice (includes, but is not limited to):

- Coordinate written, electronic, and oral communication throughout the practice setting.
- Update and maintain patient information in accordance with federal regulations and professional standards.
- Collect productivity information.
- Implement and monitor policies and procedures for infection control.
- Perform and record routine sanitation, maintenance, and calibration of equipment.
- Use and maintain automated and point-of-care dispensing technology.
- Coordinate and/or participate in staff training and continuing education.

#### Certification:

Students who complete a Job Corps training program are eligible to receive a nationally recognized certificate of completion.

#### Steps to certification:

Before completing a Pharmacy Technician training program, students should:

- Have the basic math and reading skills necessary to perform the job.
- Complete the core curriculum and pass all written and performance tests.
- Have a high school diploma or the equivalent.
- Individuals who have been convicted of a drug- or pharmacy-related felony that occurred within the last five years of applying for certification are NOT eligible for certification

#### Average length of training:

8 to 12 months

#### The salary range for various careers as a Pharmacy Technician is:

\$26,000 to \$37,000/year

## THE BENEFITS OF JOB CORPS

**Industry-recognized certification • Hands-on training and internships • Housing, meals, and basic medical care • Earn while you learn: Biweekly living allowance • Administered by the U.S. Dept. of Labor**

### What is Job Corps?

- **A residential career training program**
- **Your path to a career in a high-growth industry**
- **A place to earn your high school diploma or GED**
- **Career counseling and support after graduation**



*Career Technical Training programs vary at different Job Corps centers.*

Administered by the U.S. Department of Labor, Job Corps is the nation's largest career technical training and education program for students ages 16 through 24. Job Corps is a U.S. Department of Labor Equal Opportunity Employer Program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY telephone number is (877) 889-5627.